

**Guaranteed Rural Housing (GRH)
Rural Development
Post Closing Checklist
Request for Loan Note Guarantee**

Approved Lender:	Borrower(s) Name(s):
Contact Person:	Phone #:
	Fax #:

The following represents the documentation necessary to request Loan Note Guarantee" from Rural Development post closing:

Post Closing Documentation – Request for Loan Note Guarantee:

- ☐ Lender Certification – Reverse (page 2) of Form 1980-18, “Conditional Commitment for Guarantee” and Attachment.
 - Confirm – Was the note sold or retained?
 - Was servicing retained or sold?
 - Execute at signature line.
- ☐ Check for Guarantee Fee
 - Payable to Rural Development
 - GRH fee 2% x final loan amount – [purchase loans]
 - .5% x final loan amount – [refinance loans]
- ☐ Copy of Promissory Note
- ☐ Copy of Final HUD-1
- ☐ “Guaranteed Loan Closing Report”, Form 1980-19
 - Completed and executed by lender.
 - Accurate lender ID in item #4
 - Confirm lender status code in item #5 – should be 1
 - Insert lenders name and servicing address – item #9
- ☐ Completed “Lender Record Change” – Form 1980-11
 - Identify investor
 - Identify servicer
- ☐ Conditions of the Conditional Commitment
 - Copy of supporting documentation – items noted as conditions on attachment to commitment
- ☐ Other as applicable